

Announcements and Reminders

February 2021

FOR ELDERS

1. **JW Library Updates:** The digital formats of the *Enjoy Life Forever!* publications will incorporate new features and styling. These new features may not appear correctly unless the latest version of *JW Library* is used. Therefore, each field service group overseer should ensure that the publishers in his group have the latest version of the *JW Library* app. The group overseer or another experienced publisher should provide assistance as needed.
2. **New JW.ORG Security Feature:** Starting the week of February 8, 2021, an additional step will be required to confirm the identity of users logging in to *jw.org*. Each user will be prompted to set up security questions during his first login.
3. One of the local domain administrators should inform all users in the congregation's domain about the upcoming change. He may select one or more contacts to assist users who have questions related to this new security feature. The document entitled *New JW.ORG Security Feature* has been included with this announcement. It provides additional details and can be shared with users as needed.

FOR COORDINATORS OF THE BODIES OF ELDERS

1. **Announcements for Congregations:** Please ensure that the announcements for congregations are read at the next midweek meeting.

FOR SECRETARIES

1. **Public Contact Telephone Number on JW.ORG:** In harmony with the announcement for elders in the January 2021 *Announcements and Reminders* (S-147) regarding publicizing congregation meetings, please note that the contact telephone number for the congregation can now be made visible to the public on *jw.org*. As soon as possible, please enter this contact number on *jw.org*. When logged in, on the "Congregation" tab, under the heading "Maintain Profile," select "Meeting Times." This telephone number will appear to the public on the "Meetings" tab of the Find a Meeting page.
2. **Memorial Time on JW.ORG:** Please update *jw.org* with the time of your congregation's Memorial observance if you have not already done so. If a group or pregroup hosted by your congregation will be holding a separate Memorial observance, the time for that Memorial should also be entered on *jw.org*.
3. **Accounting Feature on JW.ORG:** Currently, all elders and ministerial servants can access the Accounting feature on *jw.org*. Starting in mid-February, access will be restricted to elders and to those who have been given the Accounts responsibility in Congregation Information. Therefore, in order for your accounts servant to continue using the feature without any interruption, please complete the steps in the paragraph **Congregation Information Feature on JW.ORG** under **FOR SECRETARIES** in the September 2020 *Announcements and Reminders* (S-147) no later than **February 10, 2021**.
4. **Annual Registered Charity Information Return:** The Registered Charity Information Return (T3010) is due no later than six months after your fiscal year-end. If your fiscal year-end is August 31, which is the case for most congregations in Canada, the charity re-

turn is due February 28, 2021. If you have not done so, please submit your charity return as soon as possible, by carefully following the instructions in the Charity Return Work Sheet in order to avoid loss of charitable registration status or late filing penalties. You can find the Charity Return Work Sheet, and charity return forms from the Canada Revenue Agency (CRA) and Revenu Québec (if applicable) on jw.org (Documents > Forms > Type "Charity" in the search box).

5. For congregations that previously held title to Kingdom Hall property in Québec, we wish to remind you that the branch now holds these titles and not your congregation. Therefore, there should be no property asset to report on your charity return.

6. If you have any questions or challenges while you are preparing the charity return, please e-mail Consulting Services in the Accounting Department at Consulting.ca@bethel.jw.org. Clearly explain your questions or issues and attach any relevant files, such as your working Charity Return Work Sheet. This will enable the Consulting Services team to better assist you.

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FOR CONGREGATIONS

1. **Auxiliary Pioneering:** March and April are ideal times to auxiliary pioneer. The special campaign to invite as many as possible to the Memorial begins on Saturday, February 27, 2021. In most congregations, the special talk, “Have You Found a ‘Pearl of High Value’?” will be presented the week of March 15, 2021. And this year, the Memorial will be held on Saturday, March 27, 2021. As a reminder, during the months of March and April and during the month of the circuit overseer’s regular visit, publishers have the option of choosing a 30-hour requirement. We encourage you to make your plans now for increased service during these months.

2. **JW Library Updates:** An updated version of *JW Library* has been released that will add features specifically for the *Enjoy Life Forever!* publications. All publishers are encouraged to make good use of the electronic copies of these publications when they become available. Since the *JW Library* app is updated frequently, please be sure that you have the latest version of *JW Library* prior to downloading the new book or brochure. This may involve regularly checking the app store for updates or turning on automatic updates for this app on your device.

3. **Maintaining Precautions During the Pandemic:** Although vaccines are gradually being distributed in various parts of the world, the COVID-19 pandemic continues to spread rapidly and new strains of the virus are appearing. As was mentioned in *2020 Governing Body Update #9*, this is not the time to let down our guard. Worldwide over 8,600 of our brothers and sisters have died from the virus.

4. The Governing Body has directed all branch offices and special full-time servants to maintain various safety precautions. In most cases, this means that Bethel facilities are remaining on lockdown and special full-time servants are sheltering in place until at least May 1, 2021. These precautions are vital for protecting the Kingdom work. Please continue to pray for the worldwide Bethel family and for the special full-time servants in the field. We are confident that Jehovah values their obedience.

5. We urge all of you dear brothers and sisters to remember the principle stated at 1 Corinthians 10:12: “Let the one who thinks he is standing beware that he does not fall.” Although we personally may have avoided being infected with the virus, we must not become complacent. We again commend you for your faithful adherence to the adjusted theocratic arrangements during this pandemic.

6. **Special Conventions:** The COVID-19 pandemic has continued to create uncertainties about the safety of holding large international gatherings. In view of this, we have decided to postpone special conventions until 2023, if circumstances permit.

7. **Telephone Witnessing:** Many publishers are having positive results in telephone witnessing. As a reminder, householders should generally not be placed on speakerphone. (Matt. 7:12) However, when a companion is needed to assist, such as if the publisher is a child, is hard of hearing, or is preaching in a language with which he is not comfortable, a speakerphone may be used. In such cases, at the beginning of the conversation, the publisher should introduce the person accompanying him. Family heads are responsible to train their children in the preaching work. (Deut. 6:4-7) Parents should ensure that their

children are always properly supervised when their children engage in the ministry, including when witnessing by telephone or by letter. Please remember that telephone witnessing, like all other aspects of your personal ministry, should comply with applicable data protection laws.

8. Regular Pioneer Hour Requirement: As a reminder, until further notice, regular pioneers are not expected to reach a specific hour requirement. This applies to all regular pioneers, including those who are newly appointed.